

Minutes of the Judiciary and Law Enforcement Committee

Friday, September 13, 2019

Chair Wolff called the meeting to order at 8:30 a.m.

Present: Supervisors Peter Wolff, Chuck Wood, Mike Crowley, Tim Dondlinger, and Jennifer Grant.

Absent: Jim Batzko and Tyler Foti.

Also Present: Legislative Policy Advisor Sarah Spaeth, County Board Supervisor Darlene Johnson, Jury Coordinator Laura Haight, Clerk of Courts Gina Colletti, Director of Public Works Allison Bussler, Facilities Manager Shane Waeghe, Departmental Secretary Tony Di Frances, Business Services Administrator Don Hoffman, Principal Business Analyst John Gorski, Budget Manager Linda Witkowski, Budget Management Specialist Bill Duckwitz, Business Manager Joshua Joost, and Emergency Preparedness Director Gary Bell.

Approve Minutes – June 25, 2019

MOTION: Crowley moved, second by Wood to approve the minutes of June 25. Motion carried 5-0.

Executive Committee Report – August 19, 2019 and September 9, 2019

Wolff said the Executive Committee, at their last two meetings, heard an update on the Waukesha Center for Growth, a report on the National Association of Counties (NACo) Conference, approved three appointments, and reviewed capital projects pertaining to Public Works, Parks & Land Use, and Information Technology

Future Meeting Dates

- September 27, 2019 (Budget)
- October 11, 2019 (Budget + Regular Business)

Presentation of the 2018 Annual Jury Report

Haight discussed the 2018 Annual Jury Program report as outlined including developing a prospective jury list, balance and inclusiveness, qualifications and summoning, jury trial information, Jury Program costs, Voluntary Juror Donation Program, online juror exit survey, and 2019/2020 Jury Program initiatives.

Review, Discuss and Consider 2020-2024 Capital Projects Plan

Capital Project #201418: Courthouse Project – Secure Courtroom Construction; and #201705: Courthouse Project Step 2 – Renovate 1959 Courthouse

Bussler and Waeghe discussed these projects as outlined in the Capital Projects Plan. No major concerns were voiced.

MOTION: Wood moved, second by Grant to recommend approval of Capital Projects #201418 and #201705 to the Executive Committee. Motion carried 5-0.

#201615: Security System Recording & Display Equipment Replacement

Hoffmann, Gorski, and Joost discussed this project as outlined the Capital Projects Plan. No major concerns were voiced.

To answer Grant's question, Duckwitz said the Jail Assessment Fund Balance will be approximately \$140,000. Joost said the fund does fund some ongoing operations such as medical expenses and equipment replacement.

MOTION: Dondlinger moved, second by Crowley to recommend approval of Capital Project #201615 to the Executive Committee. Motion carried 5-0.

Ordinance 174-O-054: Approve 1st Amendment Of Lease With U.S. Cellular Operating Company LLC At Menomonee Park

Bell discussed this ordinance which approves an amendment to an existing agreement between the County and U.S. Cellular Operating Company LLC to lease space to operate a telecommunications base station at Menomonee Park for use as a cellular tower. The amendment will extend the lease by adding four five-year optional renewal terms and sets the amended rent at \$35,875 annually with 4% annual inflation. The ordinance also modifies the lease to add additional insurance requirements and clarify that upon termination, the lessee shall remove the tower and all related equipment and restore the site, less wear and tear at the lessee's expense. This ordinance results in no additional direct tax levy impact.

MOTION: Dondlinger moved, second by Wood to approve Ordinance 174-O-054. Motion carried 5-0.

Ordinance 174-O-055: Authorize Department Of Emergency Preparedness Telecommunicator Training Program

Bell discussed this ordinance which authorizes the Department's Communications Division to offer and charge a fee for county telecommunicator training to outside agencies when seats are available. Waukesha County staff who are certified in adult learning currently conduct trainings for other County staff.

The fee charged for attending a training will be determined by comparable fees of other entities offering similar trainings. It is estimated that this training fee will generate approximately \$500 in training revenue resulting from interest from two outside entities in 2019. Future revenues will vary depending on demand and available seating. This ordinance does not appropriate any additional expenditure authority because the cost to provide the trainings are already included within their 2019 operating budget and 2020 budget request. The additional revenues received from these trainings will lapse to General Fund Balance. Staff will consider incorporating this revenue into future budget requests.

MOTION: Grant moved, second by Dondlinger to approve Ordinance 174-O-055. Motion carried 5-0.

Legislative Update

Spaeth updated the committee on legislation related to the old Health & Human Services building.

MOTION: Crowley moved, second by Wood to adjourn at 9:28 a.m. Motion carried 5-0.

Respectfully submitted,

Michael A. Crowley

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Secretary